

**Minutes  
Regular Meeting of  
The Northvale Library Board of Trustees  
Wednesday December 17<sup>th</sup>, 2025  
6:30 PM**

**CALL THE MEETING TO ORDER –**

**STATEMENT -**

President Staropoli called the meeting to order at 6:30 PM in the Northvale Public Library located at 116 Paris Avenue, Northvale, New Jersey 07647.

**STATEMENT -**

President Staropoli read the “Sunshine Statement” into the record as follows:

*“This is a Regular Meeting of the Northvale Library Board of Trustees. The date, time and location of this meeting has been advertised in the official Newspapers of the Borough, filed with the Borough Clerk and posted on the bulletin board in the Municipal Building. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled.”*

**SALUTE TO THE FLAG**

Vice President McKeever asked all in attendance to rise and join her in a Salute to the Flag.

**ROLL CALL –**

<b>Name</b>	<b>Present</b>	<b>Absent</b>	
Ms. Banzaca	X		
Ms. Lucas	X		
Mr. Honey		X	
Mr. Pinajian School librarian Ms. Nicolich	X		
Ms. Staropoli	X		
Mayor McGuire/ Councilwoman Fernandez		X	
Ms. McKeever	X		

Also in attendance: Director Magielnicki

## APPROVAL OF MINUTES

Resolved to approve the minutes (with edits) from the November 19<sup>th</sup>, 2025 regular board meeting. The minutes were adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Ms. Lucas		X			
Mr. Honey				X	
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli	Motion	X			
Mayor McGuire Ms. Fernandez				X	
Ms. McKeever	Second	X			

### GENERAL DISCUSSION –

Terri attended a continuing ed seminar on board best practices. There were good ideas shared however she felt we already are implementing most of the suggestions they had.

Director Magielnicki discussed with the board how to highlight the library of things. Perhaps a binder with pictures can be made available so patrons can view what types of items are available to borrow.

### Director's Report

#### Administrative:

- 1,949 registered Northvale Library cardholders as of December 1st. 6 new cards were made in the month of November.
- Most libraries have eliminated zoom from their board meetings. I think we should do the same.

#### Building:

- MC Glass and Windows sent us an estimate for the remaining 7 balances that need to be replaced and for the fire rated glass for the cracked window. They quoted us at \$6,465.80 but I noticed that they included tax. It will be \$6,275.00.
- There is a constant drip on the book drop again. The ramp also still has a drip from the roof.
- The front walkway is not very well lit at night. I would recommend that we look into getting another light over there.

#### BCCLS:

- BCCLS received a grant check from Bergen County that was dispersed between all the Bergen County Libraries. We received a check in the amount of \$4,025.25 on November 24th.
- I will be attending the System Council meeting on Thursday, December 18, at the Upper Saddle River Library.

#### Capital Projects:

- Wifi and computer upgrades need to be done. Our computers are out of date and pretty soon the PC will not be supported by Microsoft anymore. I recommend that we get 2 replacement computers and switch over to Bergen Fiber for our wifi.

- Our phone lines should be updated as well. As of right now we only have one line and we are running on copper wires. Phone companies are going to be looking to phase that out. VoIP phones seem the way to go.
- By April 26, 2027, our website needs to be ADA compliant. I reached out to a company called Iconicnet that was recommended by Oradell and Carlstadt Libraries. I received an estimate and packet of information from them. I recommend that we get started on this sooner rather than later.

#### November Program Highlights:

- Craft Hour: 45
- Toddler Time: 22
- Story Time: 40
- Korean Book Club: 5
- Evening Book Club: 4
- Painting with Kari: 12
- ESL: 13
- Teen Dungeons and Dragons: 9
- Ms. Nita: 155
- Music with Taylor: 24
- Movie Matinee: 6
- Kids Snack Class: 12
- Mah Jongg: 7

#### Upcoming Programs/Ideas

- Juvenile: Crafts
- Juvenile: Toddler Time
- Juvenile: Preschool Story Time
- Juvenile: Story Time
- Juvenile: Tween Craft
- Juvenile: Book Club
- Juvenile: Dungeons and Dragons
- Tween: Craft
- Tween: Ukulele Lessons
- Family: Family Puzzle Night
- Adult: Korean Book Club
- Adult: Evening Book Club
- Adult: Canvas Painting with Kari
- Adult: ESL class
- Adult: Arts & Crafts
- Adult: Movie Matinee
- Adult: Shoprite Dietitian
- Adult: Intro to Wine Presentation
- Adult: Demystifying AI Presentation
- Adult: Candle Making
- Adult: Wonder Trio Band
- Adult: Women Airforce Service Pilots Lecture
- Adult: NJ Lore Presentation

**Friends of the Library Report**

No report

**Treasurer’s Report**

**ROLL CALL VOTES-**

Resolved to approve the regular claims list for November in the amount of \$5,047.68.

The resolution was adopted on a roll call vote as follows:

<b>Name</b>	<b>ACTION</b>	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Ms. Banzaca		X			
Ms. Lucas				X	
Mr. Honey	Second	X			
Mr. Pinajian					
Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire				X	
Ms. Fernandez					
Ms. McKeever	Motion	X			

Resolved to approve the capital account claims list for November in the amount of \$10,670.00.

The resolution was adopted on a roll call vote as follows:

<b>Name</b>	<b>ACTION</b>	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Ms. Banzaca	Motion	X			
Ms. Lucas				X	
Mr. Honey		X			
Mr. Pinajian					
Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire				X	
Ms. Fernandez					
Ms. McKeever	Second	X			

Resolved to approve the replacement of petty cash for \$75.

The resolution was adopted on a roll call vote as follows:

<b>Name</b>	<b>ACTION</b>	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Ms. Banzaca		X			
Ms. Lucas				X	

Mr. Honey	Second	X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire Ms. Fernandez				X	
Ms. McKeever	Motion	X			

Resolved to approve the 2026 board meeting schedule. January 28, February 25, March 25, April 22, May 27, June 24, July 22, August 26, September 23, October 28, November 18, December 16.

The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Motion	X			
Ms. Lucas				X	
Mr. Honey	Second	X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire Ms. Fernandez				X	
Ms. McKeever		X			

Resolved to approve the 2026 Library holiday schedule.

Thursday, January 1: New Year's Day

Monday, January 19: Martin Luther King Jr. Day

Monday, February 16: Presidents Day

Friday, April 3: Good Friday

Saturday, May 23-Monday, May 25: Memorial Day

Friday, July 3, Saturday, July 4: Independence Day

Saturday, September 5-Monday September 7: Labor Day

Monday, October 12: Columbus Day

Thursday, November 26-November 27: Thanksgiving

Thursday, December 24, Friday December 25, Saturday December 26: Christmas

The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Second	X			
Ms. Lucas				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire Ms. Fernandez				X	
Ms. McKeever	Motion	X			

**HEARING OF THE PUBLIC –**

The meeting was opened to the public at 7:45 PM. With no one from the public addressing the meeting the public meeting portion was closed at 7:45.

**ADJOURNMENT**

On motion made by Tina Staropoli and seconded by Melissa Banzaca, the board, with all present being in favor, **voted to adjourn at 7:47 PM.**

Respectfully submitted  
Melissa Banzaca, Secretary